local council award scheme foundation

ISSUE DATE: 26 January 2019

**NOTICE OF A PARISH COUNCIL MEETING**

**To Members of the Council**: You are hereby summoned to attend a Horning Parish Council Meeting at St Benet’s Hall, Horning, on **Monday 4 February 2019 at 7pm**  for the purpose of transacting the following business:  
Jo Beardshaw Parish Clerk / RFO

**Press and Public are welcome**

**AGENDA**

1. **Apologies for absence**
2. **Declarations of Interest.** Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement of the Parish Council’s (Model Code of Conduct) Order 2001 S8 that declarations from a member include the nature of the interest and whether it is personal or prejudicial
3. **Minutes of the previous meeting**

To receive and approve the minutes of the meeting held on Monday 7th January 2018, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
   1. Parishioner. Request to purchase the new tree for the Memorial Garden and to place a plaque beside the tree
   2. To update the Council on the Ludham Bridge moorings tenancy
   3. The Friends of St Benets Abbey. Request for donation and for use of the Village Green and Recreation Ground.
   4. To note receipt of paperwork for May elections. These will be circulated prior to the March meeting and cannot be filled in prior to 27th February
   5. Anglian Water. Update
   6. Barclays Bank. Apology for inadvertently cancelling a cheque book
   7. BA/2018/0493/TCAA. Lagoona, 84 Lower Street. Application for works to trees. T1: Ash - remove dead limb, T2: Willow - remove, T3: Ash - remove, T4: Ash - remove, T5: Willow - remove, T6: Horsechestnut - remove, T7: Willow - crown lift to 5.5m, T8: Willow - reduce in height by 2.5m and reduce limbs overhanging lagoon by 3m, T9: Willow - Crown lift to between 3.5 and 4m, T10: Willow - Remove, T11: Willow - pollard,T12: Alder - Crown lift to 4m, T13: Willow - remove, T14 & T15: Willow - Raise branches to 4m over lagoon entrance,
   8. Community Heartbeat Trust. Redeployment of New Inn Defibrillator following deployment and replacement of pads
   9. EA. Reminder of drop-in Event 12th February. Pedro’s. 2pm to 7pm
   10. Parishioner. Map of Horning on Village Green
2. **Finance**
   1. To receive confirmation of finances
   2. **To confirm details of a £5,000 transfer from the savings account to the current account**
   3. To note receipts:
   4. To agree and authorise payments

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| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 11.02.19 | Rewrite HMRC cheque 2393. Paid by clerk online. | Tax – Clerk. | 2421 | 47.80 |  |
| 11.02.18 | Broadland Products. Rewrite cheque 2394 | Twizzler on playground | 2422 | 132.00 |  |
| 11.02.18 | Keith Buck. Rewrite cheque 2395 | Potholes | 2423 | 280.00 |  |
| 11.02.18 | Norwich Electrical. Rewrite chq 2396 | Electrical checks. | 2424 | 36.00 |  |
| 11.02.18 | Century Signs. Rewrite of cheque 2397 | Signs | 2425 | 76.76 |  |
| 11.02.18 | Andrew Darby. Rewrite of chq 2398 | Bunting | 2426 | 221.40 |  |
| 4.02.2019 | CGM Landscaping | Recreation Ground | S/O | 81.80 | 13.63 |
| 4.02.2019 | Clerk | Pension | DD | 112.91 |  |
| 4.02.2019 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
| 4.02.2019 | Clerk | Salary January | 2427 | 607.88 |  |
| 4.02.2019 | HMRC | Tax | 2428 | 50.18 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee:
   1. Update regarding village bunting (Cllr Darby)
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
3. **Parishioners’ Matters**

To adjourn the meeting to allow members of the public to speak for a maximum of 5 minutes

* District Councillor / County Councillor
* Members of the public to speak
* Reconvene meeting

1. **Planning.** To receive planning applications and make decisions according to recommendations
   1. Planning applications received:

None

1. To note planning decisions as follows:
   1. BA/2018/0382/HOUSEH. Whitegates, 32 Lower Street. Remove existing jetty, widen dyke and install replacement jetty. Approved
2. **Agenda items. To discuss agenda items**
   1. To consider a response to the Leader of NNDC requesting ideas for making North Norfolk better. To consider a suggestion from a parishioner to ask for waste food collections
   2. To consider changes to committees
   3. To consider if any recommendations for changes should be made to the conservation map sent by Ben Hogg (BA) after the January meeting
   4. To consider joining the ‘Great British Spring Clean’, scheduled to take place 22nd March to 23rd April
3. **To list items for the Horning Reach Parish News** 
   1. Parishioner request to mention the use of external lighting
4. **To confirm receipt of the playground check log**
5. **To identify other items at the Chairman’s discretion**
   1. To confirm that the Chairman and Vice Chairman completed the Clerk’s appraisal following the December 2018 meeting and that the Clerk’s salary would remain on SCP 30 (as from September 2017)
6. **To identify the next venue for the SAM2 sign**
7. **To confirm that the next meeting will take place in St Benet’s Hall at 7pm on Monday 4th March 2019**

**Closure of meeting**